

OFFICE OF FINANCE STAFF MEETING MINUTES

20 May 1982

A. Notes Based on DDA Staff Meetings:

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[REDACTED]

2. Reported the DCI is concerned regarding travel funds. O/Finance sent a report forward on this subject.

25X1 3. Announced [REDACTED] appointed to the IC Staff.

4. Reported Adm. Inman has been invited to attend the DDA Staff Meeting on 20 May to say his farewells.

5. The D/OMS reported that [REDACTED] received treatment at Agency facilities. 25X1

25X1 6. [REDACTED] asked that anticipated events also be reported in the Weekly Activity Report. In the event that the anticipated event is scheduled to occur prior to Friday of the week reported, he will contact the Office involved to insure that the event did in fact occur and report it properly in the DDA Report which is issued on Friday.

25X1 7. [REDACTED] reported on Security Awareness Day [REDACTED] 25X1

25X1 8. [REDACTED] mentioned extension of authority to lease parking space at the Credit Union Building.

9. It was reported the DCI and the Ex Director met with PFIAB, reportedly good meeting.

10. It was reported Adm. Inman's last day with the Agency is 4 June and official retirement date from the Navy is 3 July.

11. Reported reorganization of EEO office with Complaints Department going to the IG office.

12. The HAC Hearing will be on 10 June to discuss 1983 budget.

13. Reported the Prompt Procurement Bill has been signed by the President.

25X1 14. Reported [REDACTED] under contract to EEO office, is doing a survey on Asian/Pacific American Program.

15. Reported Summer Fellows are coming in now.

16. The Ex Director's SSCI closed Hearing on confirmation as DDCI is scheduled on 26 May, open Hearing scheduled on 27 May. 25X1

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17. Reported GSA officials coming on 25 May to talk with the DDA on delegation of authority to discuss construction.

18. Comptroller meeting on 1984 budget scheduled for 3 June.

19. [] O/Communications is retiring on Friday, 21 May.

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21. Teleprocessing Unit in ODP to control OT&E training and also to become involved in training of new WANG, OIS System capability.

22. Reported [] attended the State Admin Conference in Copenhagen.

23. It was reported [] is retiring in June.

24. Everyone was reminded because of briefcase/package inspections being conducted that all documents that are being carried should be appropriately double wrapped between buildings and no unauthorized removal of classified material from the Building.

B. Around-the-table:

1. [] reported he and other O/Finance representatives, ODP representatives, and the SSA/DDA visited C.A.C.I. to review the Finance travel software process in relation to the Department of Justice process.

2. [] Chief, Western Audit Branch was here and also that [] attended a Contract Review Board meeting re the contract on the new Building. Reported approximately \$7 million for A&E portion. [] attended the Staff Meeting.

3. [] reported conducting a series of meetings with Logistics and ODP to review process of CONIF and basic problem areas.

4. [] reported as of 30 April, delinquent advance accounts (GL 1411) were down by 26 cases (from 314 to 288); the number of delinquent [] (GL 1451) stayed the same at 8; and the delinquent number of T/A's (GL 1452), were also down by 289 (from 1489 to 1200). Continued good work by all. Also reported working up a procedure to be useful on T/A's to hopefully be implemented by 1 June. Reported winding down with ODP on feasibility study on decentralization and commitments.

[] reported working on information required on the

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SPECIAL INTEREST ITEM

On Friday, 21 May the BUCKS won 17 to 9 with only nine players. The

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